

APPLY IN PERSON:

Employment Information Center (M-W-F ONLY)
Civic Center Plaza - 1200 3rd Avenue, Suite 101-A,
San Diego, CA 92101

INTERNET: www.sandiego.gov/empopp

**APPLY BY MAIL TO:**

JOBS - City of San Diego Personnel Department
1200 3rd Avenue, Suite 300, San Diego, CA 92101-4107

24 Hour JOBLINE: (619) 682-1011

**CITY OF SAN DIEGO
PROMOTIONAL OPPORTUNITY
Open to Current City of San Diego Employees Only
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#P2446 PLANT TECHNICIAN SUPERVISOR

***MONTHLY SALARY: \$4235 to \$5053**

***APPLICATION FILING PERIOD: FIRST DATE: April 7, 2006**

LAST DATE: May 10, 2006

Applications received later than 5:00 p.m. on the last date to apply will be rejected. Persons may apply only once during this application filing period. Future application filing periods may be announced.

NOTE: Plant Technician Supervisors must be willing to work overtime including weekends and holidays. Some positions may require working on an on-call basis for which 5% additional salary will be paid. Work involves exposure to noxious chemicals and other hazardous substances. Some positions may also require work in a sewerage or chlorine environment, in high places, tanks or channels, and confined spaces. After selection, Plant Technician Supervisors must maintain appropriately groomed facial hair and be able to pass a respirator fit-test for entry into confined spaces and chlorine environments. Incumbents may also be required to obtain and maintain confined space entry certification.

REQUIREMENTS: You must meet the following requirement(s) by the last date to apply, unless otherwise indicated.

EXPERIENCE:

1. One year of full-time City of San Diego experience equivalent to the work performed by a Plant Technician III.
- OR -
2. Four years of full-time experience maintaining, overhauling, repairing, and installing mechanical equipment at a water/wastewater facility, major pump station, or industrial processing facility employing similar technology, of which one year must have been in a lead position. **NOTE: Qualifying experience must include working on the following mechanical equipment: pumps, valves, piping systems, compressors, gear drive units/speed reducers, chemical feeders, and blowers. Preventive maintenance work only**, such as changing oil, lubing, or removing and replacing parts is NOT qualifying experience.

***TEST OF SUPERVISORY ABILITY (TSA):** You must have achieved a passing score on any City of San Diego Test of Supervisory Ability (TSA) for First Level Supervisors. If you have not yet taken the TSA exam, you must apply PROMPTLY. The TSA is administered on a periodic basis. **Applications for the next TSA must be submitted by 5:00 p.m., May 1, 2006.** Future TSA exams will be offered, however qualified applicants who have not achieved a passing score on the TSA will be placed INACTIVE on the eligible list and not certified to the hiring department(s) until submitting proof of a passing score on the TSA. **NOTE: TO WAIVE THE TSA**, you must have one year of full-time City of San Diego supervisory experience. Qualifying supervisory experience should reflect responsibility for the full range of supervisory duties including employee selection, training, evaluation, commendations, and discipline. If you use Out-Of-Class Assignment (OCA) supervisory experience to qualify, you must submit written documentation signed by your supervisor or payroll clerk, detailing the work you performed, dates, and total number of OCA hours.

LICENSE: A valid California Class C Driver's License is **required at time of hire**.

***HIGHLY DESIRABLE QUALIFICATIONS:**

1. Experience with presentations, written communications, and design plan reviews.
2. California Water Environment Association (CWEA) Plant Maintenance Mechanical Technology Grade IV certificate.

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DUTIES: Plant Technician Supervisors plan, assign, supervise, and participate in the work of crews engaged in the maintenance, overhaul, repair, and installation of water and wastewater treatment plant and pump station machinery and equipment including air compressors, high pressure hydraulic systems, pumps and piping systems, chemical feed equipment (including liquid chlorine evaporators and gaseous chlorinators), boilers, heat exchangers, and diesel and gasoline power engines; install and align heavy motors and equipment; supervise custodian and grounds maintenance personnel; enforce safety regulations; oversee the work of contractors; and rate, train, and evaluate the work of subordinates.

HOW TO APPLY: Submit a completed **DATA ENTRY FORM** and **APPLICATION/SUPPLEMENT** for this position. Your Application/Supplement will be made available to the hiring department(s). Please submit requested materials only.

THE SCREENING PROCESS will consist of a comprehensive evaluation of the **Application/Supplement** for applicable education, experience, and/or training. Only those applicants that clearly demonstrate meeting the requirements specified above will be placed on the eligible list.

ELIGIBLE LIST: Candidates who are successful in the screening process described above will be placed on a **one category** eligible list which will be used to fill position vacancies during the next **two years**. For each vacancy, candidates will be contacted by the hiring department for an interview.

*KIM/November 21, 2003/*Rev. 1 (04-07-06)/Class 1669

THE CITY OF SAN DIEGO PERSONNEL DEPARTMENT • "WORKING HARD TO KEEP SAN DIEGO WORKING"

The City of San Diego has an active Equal Opportunity Program and vigorously supports workplace diversity. Applicants with disabilities who require testing accommodations may call (619) 236-6358. To obtain this information in alternative formats, persons with disabilities may call (619) 236-6467 or for TT (619) 236-6776.

APPLICANT INFORMATION

APPLICATION INFORMATION

Application materials must be received at the Employment Information Center NO LATER THAN 5:00 P.M. ON THE FINAL FILING DATE. Postmarks as proof of meeting the final filing date are not accepted. If you are returning your application via the U.S. Postal Service, you should use "Certified Mail-Return Receipt Requested" to provide verification of timely delivery. Do not send applications via interoffice mail.

1. Starting salaries will be determined by the hiring department.
2. The hiring department with a vacancy will contact and interview eligible candidates as needed. All candidates may not be contacted. The final selection and offer of employment is made by the hiring department, not the Personnel Department.
3. Unless otherwise stated, relevant experience may be substituted for education.
4. Eligible lists may be used on a periodic basis. As such, lists may not be used for several months. Eligible lists may be extended by the Civil Service Commission.
5. Examination requirements and processes may be revised.
6. Experience, education, and all other information provided by an applicant orally or in writing are subject to verification.

FALSIFICATION: Any misrepresentations or false statements during or after the employment process may be cause for disqualification or dismissal from employment.

GENERAL REQUIREMENTS

Requirements must be met at time of application unless otherwise stated.

The minimum age for most full-time employment is 18, unless you are 17 and a high school graduate. You must have the legal right to work in the U.S. or have U.S. citizenship. Persons hired must present acceptable proof of identity and the legal right to work in the United States and the authenticity of the documents must be verified before starting work. After hire, you will be required to sign a loyalty oath and may be required to live in San Diego County.

A CITY MEDICAL EXAMINATION including drug screening and documentation of medical history may be conducted following a conditional offer of employment or promotion. Medical condition must enable the applicant to perform the essential duties of the position.

The City of San Diego is committed to a drug and alcohol free workplace.

THE CITY OF SAN DIEGO SUPPORTS WORKPLACE DIVERSITY and does not discriminate on the basis of race, sex, age, ancestry, national origin, political/religious affiliation, sexual orientation, AIDS or HIV status, cancer, or non-job related physical/mental disability. The City is committed to making its jobs, programs, and services accessible to all persons and complies with all ADA non-discrimination requirements in its employment practices.

A CONVICTION RECORD FORM must be submitted before hire. On it you must list all criminal convictions you have had. A criminal record is not necessarily a basis for disqualification from City employment. Each applicant's conviction record will be evaluated on a case by case basis considering the type and seriousness of the crime, how much time has elapsed, and the nature of the job.

EMPLOYEE BENEFITS

City Employees may be eligible to participate in a benefit program including holidays, vacations, savings and retirement plans, health programs, and other benefits.

Benefits may change due to employer-employee contract negotiations.

REQUIREMENTS FOR PROMOTIONAL EXAMINATIONS

1. Current City employment, or currently on a Re-employment List or Leave of Absence.
2. Six months of continuous City employment in the Classified Service immediately prior to the application closing date or, if no closing date is specified, by date of application filing (exceptions: Persons recently hired from Re-employment Lists, and employees in the Unclassified Service if the employee has six months in the Classified Service with no break in service, prior to becoming an Unclassified employee).
3. Most recent performance evaluation in your current City classification must be other than "Unsatisfactory".

The provisions of this bulletin do not constitute an expressed or implied contract.

DIVERSITY BRINGS US ALL TOGETHER